



GUAM REGIONAL TRANSIT AUTHORITY

GOVERNMENT OF GUAM

Lourdes A. Leon Guerrero, Governor
Joshua F. Tenorio, Lieutenant Governor
Celestin C. Babauta, Interim Executive Manager



BOARD OF DIRECTORS MEETING

Department of Public Works CIP Conference Room

September 12, 2019, 11:00

Agenda

- I. Meeting Called to Order**
- II. Roll Call**
- III. Review of Minutes**
- IV. Old Business**
- V. New Business**
 - A. Election of Officers**
 - i. Chairperson**
 - ii. Vice – Chairperson**
 - iii. Secretary**
 - iv. Treasurer**
 - B. Committee Assignments**
 - i. Finance**
 - ii. Bus Operations**
 - iii. Vehicles**
 - iv. Facilities**
 - C. Non-appropriated Funds**
 - D. Ombudsperson**
- VI. Executive Manager's Report**
 - A. Status of Procurement Packages: Bus, One Call – One Click, Vehicle Maintenance**
 - B. Paratransit: Demand Response, Subscription, 2 Weeks Scheduling**
 - C. Budget FY20**
 - D. Architectural & Engineering – Proposed GRTA Facility**
- VII. Public Comments – 3 Minutes per individual**





GUAM REGIONAL TRANSIT AUTHORITY

GOVERNMENT OF GUAM

Lourdes A. Leon Guerrero, Governor
Joshua F. Tenorio, Lieutenant Governor
Celestin C. Babauta, Interim Executive Manager



VIII. Executive Session

IX. Other Discussion

X. Adjournment

APPROVED BY:

 9-16-19

EVELYN R. DUENAS DATE
Chairperson






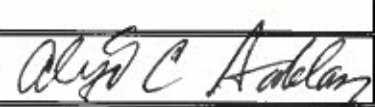

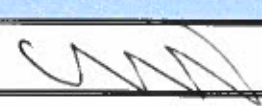







GUAM REGIONAL TRANSIT AUTHORITY

Post Office Box 2896 Hagatna, Guam 96932
Telephone: (671) 475-4686 / 475-4616 Facsimile: (671) 475-4600



SIGN IN SHEET
GRTA BOARD OF DIRECTORS SPECIAL MEETING
September 12, 2019 - 11:00am
CIP Conference Room, Building B - DPW Compound

BOARD OF DIRECTORS		
NAME	SIGNATURE	EMAIL ADDRESS
Evelyn Duenas <i>Acting Chairwoman</i>		eduenas2000@gmail.com
John Leon Guerrero <i>Acting Vice-Chairman</i>		ileonguerrero@yahoo.com
David Arentz <i>Board Member</i>		rentadavid@yahoo.com
Rudy Iriarte <i>Board Member</i>		rudyliriarte@gmail.com
Alejo Sablan <i>Board Member</i>		sablanac671@gmail.com
Rudy Paco <i>Board Member</i>		mtmmayorpaco17@gmail.com
GRTA STAFF		
Celestin Babauta <i>Interim Executive Manager</i>		celestin.babauta@grta.guam.gov
Catherine Blas <i>Administrative Officer</i>		catherine.blas@grta.guam.gov
Rally Pilipina <i>Chief Planner</i>		rally.pilipina@grta.guam.gov
Cynthia Terlaje <i>Word Processing Secretary</i>		cynthia.terlaje@grta.guam.gov
Mark C. Crisostomo <i>Transportation Supervisor</i>		mark.crisostomo@grta.guam.gov
Pilar Carbullido <i>Program Coordinator IV</i>		pilar.carbullido@grta.guam.gov
Jacqueline Taitano <i>Program Coordinator II</i>		jacqueline.taitano@grta.guam.gov
Virgilio Penafiel <i>Program Coordinator I</i>		virgil.penafiel@grta.guam.gov
Jennifer Cruz <i>Customer Service Representative</i>		jennifer.cruz@grta.guam.gov
Harry Crisostomo <i>Driver</i>		harry.crisostomo@grta.guam.gov

[illegible]



GUAM REGIONAL TRANSIT AUTHORITY

GOVERNMENT OF GUAM

Lourdes A. Leon Guerrero, Governor
Joshua F. Tenorio, Lieutenant Governor
Celestin C. Babauta, Interim Executive Manager



Board of Directors Regular Meeting MINUTES

Thursday, August 22, 2019 at 11:00am

CIP Conference Room, Bldg. B, DPW Compound, Upper Tumon

ALDO S. LG MOTIONS 2/2/20 7 minutes approved

I. Call to order:

The meeting was called to order at 11:00 am by Celestin Babauta, Interim Executive Manager.

II. Introductions/Roll Call:

Mr. Babauta introduced and welcomed newly appointed Board of Directors.

Roll Call:

The GRTA Board Members who were present are Director Evelyn Duenas, Director David Arentz, Director John Leon Guerrero, Director Rudy Iriarte.

III. Election of Temporary Chairperson:

Interim Executive Manager Babauta suggested that Board Members elect temporary Chairperson until Board Members decide when to elect permanent officers. It'll give Board Members an opportunity to know each other so that they will be able to objectively select who will be their permanent officers.

The Board Members went into Executive Session to elect the Temporary Chairperson and Vice Chairperson. During the Executive Session Board Members elected Evelyn Duenas to be their Temporary Chairperson and John Leon Guerrero as Temporary Vice Chairperson.

IV. Committee Assignments:

The Interim Executive Manager also recommended that Board Members create a committee chairperson to oversee vital functions and resources of GRTA. They are as follows: budget, finance, procurement, vehicles, bus operations, paratransit, facilities, and more. Such committees may consist budget/finance/procurement, facilities, vehicles, bus operations, safety/security. He asked Board Members to channel all inquiries they have and information that they desire to him instead of dealing directly to the staff to prevent any confusions. Mr. Babauta said that he has assignments for all staff members to perform and directing all Board Members requests to him will minimize such confusions.

Director Rudy Iriarte reiterated that although he is a new GRTA Board Member that leadership and management issues be handled by the Interim Executive Manager specifically personnel matters. Board Member should stay within the realm of policy related issues.



GUAM REGIONAL TRANSIT AUTHORITY

GOVERNMENT OF GUAM

Lourdes A. Leon Guerrero, Governor
Joshua F. Tenorio, Lieutenant Governor
Celestin C. Babauta, Interim Executive Manager



Director John Leon Guerrero mentioned that his understanding of the board is that Board Members are also involve on matters regarding management. Furthermore, Board Members have to look at the operation of the agency as a whole and that includes employees and the Interim Executive Manager. Director Leon Guerrero also indicated that they report to the Governor and in charge of the GRTA.

Madam Chairperson Duenas and Director Iriarte again further noted that Board Members stay within the confines of policy making and personnel matters must be brought up to the Interim Executive Manager.

V. **Executive Manager's Report:**

Interim Executive Manager Celestin Babauta presented the Board members with an overview of the state of GRTA since January 2019 until August 2019. He stated that GRTA was created October 2019 and upon arrival 7 out of 23 buses and vans were operational. Currently, GRTA has at least 14 buses and vans operational, submitted procurement packages to purchase 10 buses and the One Call – One Click transportation management system in the amount of \$1.25 million, had expiration date for encumbrance of \$1,237,500 extended September 2020 and 2023, working on Request for Proposal for architectural and engineering design of GRTA facility, programed \$2.5 million for construction of GRTA building, and purchase of fist electric buses in Guam, GRTA website re-accomplished, OPA audit being addressed, coordinated with the Federal Transit Administration to combine release of \$2018/2019 in the amount of \$3.9 million. Mr. Babauta credited the diligence of the GRTA staff in such achievements.

VI. **Board of Directors Handbook:**

Board Members were issued the handbook to include Mr. Alejo Sablan who is awaiting his confirmation from the Guam Legislature to be a member of the GRTA Board. Mr. Babauta explained to the Members that within Handbook are valuable information for board members to reference. He further noted that they contact Mr. Babauta should they wish to have a work session to thoroughly cover any subject area.

VII. **Other Discussion:**

Madam Chairperson introduced Mr. Alejo Sablan who is awaiting confirmation by the 35th Guam Legislature to be member of the GRTA Board of Directors.

Interim Executive Manager Babauta ask the Board Members to arrive at an agreement on when and what time will be the Boards meeting schedule.

He also ask GRTA staff to provide stipend forms for Board Members to fill out for their stipend payments.



GUAM REGIONAL TRANSIT AUTHORITY GOVERNMENT OF GUAM

Lourdes A. Leon Guerrero, Governor
Joshua F. Tenorio, Lieutenant Governor
Celestin C. Babauta, Interim Executive Manager



VIII. Public Comment – 3 minutes per individual:

Ms. Ginger Porter commented that GRTA is in violation of accessibility policy of the FTA Office of Civil Rights. She further noted that GRTA is not fully accessible for people with disabilities. There's a sign that says you must call, but if a rider does not have a phone or does not have minutes, they can't access your office. The dilemma will be a problem with your state management review and also FTA's Office of Civil Rights.

She also remarked that the policy allowing paratransit riders with medical appointment can call 2 weeks in advance to reserve ride on GRTA paratransit vehicles which is in violation of present board policy. The policy states that there is no priority in scheduling paratransit rides.

Additionally, the Office of Inspector General audit report of 1997 mentioned illegalities in procurement and contracts that continue to exist and must be addressed by the present Board.

Mr. Mark Martinez clearly articulated that he has been a regular rider for quite a while. He said that drivers are not getting the break mandated by law and the statute must be followed. Mr. Martinez also mentioned that there's a Guam law specifying that five hours of work, individual is entitled to take a thirty-minute break. He suggested that GRTA staff and Board Members take a ride throughout a bus shift and experience first-hand what a driver have to go through. Mr. Martinez further stated that two Wednesday's in November of 2017, at the legislature oversight hearings Senator Regine Biscoe Lee said the only way she realized the difficulties of the GRTA transit is when she rode the bus to work and back, the bus was very late. She noticed riders were upset, and the driver was showing signs of exhaustion. He strongly recommended that drivers be given required break period.

IX. Adjournment:

Being that there were no further discussions, Director Rudy Iriarte made a motion to adjourn and Director David Arentz second the motion. The meeting was adjourned at 12:45 pm.

BI-WEEKLY REPORT – GOVERNOR LOU LEON GUERRERO/LT. GOVERNOR JOSH
September 11, 2019

Urgent

- **Budget - Need \$190K for Bus Operations and Maintenance**
 - Attributed to excessive maintenance costs of existing fleet of buses and vans
 - Attributed to usage of contractor vehicles whenever our buses and vans were down
 - FY19 budget was reduced by \$263K compared to FY18
 - \$135,000 for bus operations
 - \$55,000 for bus maintenance
- **Bus Procurement – Long Overdue, submitted Feb 2019, \$1,083,000 – cost estimate**
 - Emergency procurement is a must for purchase of additional buses
 - Maintenance costs continue to rise at very high rate
 - Buses and vans are being operated 16 hours a day
 - GRTA does not have any spares to ensure effective maintenance
 - Buses needed to address transportation needs of disabled, less fortunate, workers
- **FY20 Maintenance and Repair Contract Proposal**
 - Submitted to GSA June 28, 2019
 - Existing contract ends Sept 31, 2019
 - Extremely vital if GRTA buses and vans are to remain in operational status
 - Riders will be left stranded at bus stops if maintenance is not done on vehicles
 - Huge factor in reducing maintenance and repair costs
 - Approximately \$250,000 contract
- **Bus Operations Contract for 2020**
 - This is a very challenging Multi-step bid contract
 - Submitted to AG June 10 because estimated amount of contract exceeds \$500K
 - Purchase Order Scope of Work expires Jan 1, 2020
 - Vendor who is awarded the contract needs 2 months to prepare for new contract
 - AG still reviewing proposed contract
 - Will meet with AG to iron out any concerns
- **Request For Proposal (RFP) GRTA Facility**
 - Met with Vince Arriola and DPW Chief of Engineer regarding RFP
 - Chief will sign off on proposed RFP
 - Will be advertise to solicit
 - RFP budget \$237,500

Guam Regional Transit Authority



Written by Legal Notices Staff

Thursday, 05 September 2019 00:00

Board of Directors Special Meeting - 11:00am, Thursday, September 12, 2019
- DPW CIP Conference Room

PUBLIC ANNOUNCEMENT

Board of Directors Special Meeting

The **Guam Regional Transit Authority (GRTA)** announces there will be a Board of Directors Special Meeting scheduled for **11:00am, Thursday, September 12, 2019.** The meeting will be held at the **DPW CIP Conference Room, 1st floor of Building B** located at the Department of Public Works Compound, 542 North Marine Corps Drive, Upper Tumon, Guam.

Paratransit riders please make your reservation at least one (1) day prior to your scheduled pick up time. Please call **Kloppenburg Enterprises, Inc. at 647-7433/34/35.**

Individuals requiring **special accommodations, auxiliary aids or more information** may contact **Cynthia Terlaje** at 475-4616 or **Virgil Penafiel** at 300-7262, Monday through Friday, 8am – 5pm. Closed on weekends and GovGuam Holidays.

Guam Regional Transit Authority



Written by Legal Notices Staff

Tuesday, 10 September 2019 00:00

Board of Directors Special Meeting - 11:00am, Thursday, September 12, 2019
- DPW CIP Conference Room

PUBLIC ANNOUNCEMENT

Board of Directors Special Meeting

The **Guam Regional Transit Authority (GRTA)** announces there will be a Board of Directors Special Meeting scheduled for **11:00am, Thursday, September 12, 2019.** The meeting will be held at the **DPW CIP Conference Room, 1st floor of Building B** located at the Department of Public Works Compound, 542 North Marine Corps Drive, Upper Tumon, Guam.

Paratransit riders please make your reservation at least one (1) day prior to your scheduled pick up time. Please call **Kloppenburg Enterprises, Inc. at 647-7433/34/35.**

Individuals requiring **special accommodations, auxiliary aids or more information** may contact **Cynthia Terlaje** at 475-4616 or **Virgil Penafiel** at 300-7262, Monday through Friday, 8am – 5pm. Closed on weekends and GovGuam Holidays.

